



Collection Notice - Contractors, Service Providers and Collaborating Partners

Why are you receiving this notice?

You are receiving this notice because you are or are associated with a contractor, third-party provider or collaborator of the WA Country Health Service (ABN 28 680 145 816) (**WACHS, we, us, our**). This Collection Notice contains information we are required by the *Privacy and Responsible Information Sharing Act 2024* (WA) (**PRIS Act**) to give you when collecting your personal information.

What information are we collecting?

Examples of personal information we may collect include, name, contact and demographic details, proof of identification, business details (including ABN), bank account details, insurance policy details, professional qualification(s) and footage captured by CCTV and body worn cameras used by security officers.

Purposes for which personal information is collected and will be used and disclosed

WACHS collects personal information from you where necessary for the performance of our functions or activities. The purposes for collecting your personal information includes:

- Confirming identity and conducting screening checks and ensuring the safety of patients, staff and other people on our site(s) or involved in our services.
- Onboarding payees and make payments.
- Assessing suitability for contractual or collaboration arrangements.
- For the management of contracts with WACHS, including investigation into potential integrity, discipline or misconduct matters and the management of claims.
- Improving the quality of services we offer to contractors, third-party providers and partners through research, quality improvement projects, or training and education.
- To comply with our legislative and compliance obligations.

We only use or share your personal information with your consent or where authorised or required by or under law, including but not limited to the *PRIS Act*, *Health Services Act 2016* (WA), *Health Services (Information) Regulations 2017* (WA) and the *Procurement Act 2020* (WA).

Who do we usually share information with?

WACHS usually shares personal information collected from contractors, third party providers and partners with:

- Other State, Territory or Commonwealth government agencies and commissions, courts and tribunals, such as the Western Australia Department of Health, other Health Service Providers and the Insurance Commission of Western Australia.
- Contracted service providers and third parties if they require access to fulfill the work they have been engaged to perform.
- The Western Australian Health Minister, regulatory bodies and integrity agencies to meet our legal and compliance obligations.

What happens if you do not provide information?

If you choose not to provide information requested, or if information is inaccurate or incomplete, we not be able to contract or collaborate with you or effectively manage our relationship with you.

How can you access or update your information?

In most instances you will be able to contact your contract manager or organisational contact to update your personal information.

If you wish to access, update or add to the information we have collected, please contact our Release of Information Office by email on WACHS.ROIcentral@health.wa.gov.au.

How to find out more, access your information or make a complaint?

More information can be found at www.wacountry.health.wa.gov.au/About-us/Privacy-and-information-sharing or via the QR code.

If you have questions about how your personal information will be collected, used and shared, you can contact WACHS.InformationGovernance@health.wa.gov.au.

If you would like to make a complaint about how your personal information has been handled, collected, used or shared, please contact WACHS.PrivacyOffice@health.wa.gov.au.

